



BOARD OF SUPERVISORS AGENDA ITEM REPORT
AWARDS / CONTRACTS / GRANTS

☒ Award ☐ Contract ☐ Grant

Requested Board Meeting Date: 12/20/2022

* = Mandatory, information must be provided

or Procurement Director Award: ☐

***Contractor/Vendor Name/Grantor (DBA):**

Multiple Contractors (see Attachment A)

***Project Title/Description:**

Verbatim Transcription/Translation Services

***Purpose:**

Amendment of Award: Master Agreement No. MA-PO-18-166, Amendment No. 06. This Amendment extends the termination date to 03/31/2023. No additional funds are required at this time.

Administering Department: Sheriff's.

***Procurement Method:**

Pursuant to Pima County Procurement Code 11.12.020, Competitive sealed proposals, on 12/12/2017, the Board of Supervisors approved an award of contract for an initial term of one (1) year and a shared annual award amount of \$500,000 with four (4) one-year renewal options.

On 02/14/2018, the Procurement Director approved Amendment No. 01, which terminated contracts with Robin Mary Brigode and Desirae Janine Ellis.

On 08/22/2018, the Procurement Director approved Amendment No. 02, which extended the termination date to 12/31/2019 and added a partial shared annual award amount of \$220,000.00 for a cumulative not-to-exceed contract amount of \$720,000.00. Three (3) renewal options remained.

On 11/15/2019, the Procurement Director approved Amendment No. 03, which extended the termination date to 12/31/2020 and added a partial shared annual award amount of \$169,000.00 for a cumulative not-to-exceed contract amount of \$889,000.00. Two (2) renewal options remained.

On 08/13/2020, the Procurement Director approved Amendment No. 04, which extended the termination date to 12/31/2021 and added a partial shared annual award amount of \$200,000.00 for a cumulative not-to-exceed contract amount of \$1,089,000.00. One (1) renewal option remained.

On 08/20/2021, the Procurement Director approved Amendment No. 05, which extended the termination date to 12/31/2022. No additional funds were added and contract not-to-exceed amount remained at \$1,089,000.00.

The extension is needed to allow adequate time to complete the solicitation process that is underway for a new contract.

PRCUID: 270154

Attachments: Attachment A and Master Agreements.

***Program Goals/Predicted Outcomes:**

To have complete and accurate transcriptions and translations for case investigations and prosecution by the Pima County Sheriff's Department and Pima County Attorney's Office.

***Public Benefit:**

To provide documentation of investigation and interviews done with all parties involved in criminal incidents. In addition, to provide to defense counsel for disclosure.

***Metrics Available to Measure Performance:**

Transcriptions and translations will be reviewed by individual detectives after completion of various jobs. The transcription supervisor will review all work from new transcribers during training phase. If needed, remedial training will be provided. Outside industry standards are followed for accuracy, completeness and timeliness of submission to maintain contract.

***Retroactive:**

No.

To: COB 12/16/22 (1)
VERS: 14
PGS: 35

THE APPLICABLE SECTION(S) BELOW MUST BE COMPLETED

Click or tap the boxes to enter text. If not applicable, indicate "N/A". Make sure to complete mandatory (*) fields

Contract / Award Information

Document Type: _____ Department Code: _____ Contract Number (i.e., 15-123): _____
 Commencement Date: _____ Termination Date: _____ Prior Contract Number (Synergen/CMS): _____
☐ Expense Amount \$ _____ * ☐ Revenue Amount: \$ _____

***Funding Source(s) required:** _____

Funding from General Fund? ☐ Yes ☐ No If Yes \$ _____ % _____

Contract is fully or partially funded with Federal Funds? ☐ Yes ☐ No

If Yes, is the Contract to a vendor or subrecipient? _____

Were insurance or indemnity clauses modified? ☐ Yes ☐ No

If Yes, attach Risk's approval.

Vendor is using a Social Security Number? ☐ Yes ☐ No

If Yes, attach the required form per Administrative Procedure 22-10.

Amendment / Revised Award Information

Document Type: MA Department Code: PO Contract Number (i.e., 15-123): 18-166
 Amendment No.: 06 AMS Version No.: 14
 Commencement Date: 01/01/2023 New Termination Date: 03/31/2023
 Prior Contract No. (Synergen/CMS): _____

☐ Expense ☐ Revenue ☐ Increase ☐ Decrease

Is there revenue included? ☐ Yes ☒ No If Yes \$ _____

***Funding Source(s) required:** _____

Funding from General Fund? ☐ Yes ☒ No If Yes \$ _____ % _____

Grant/Amendment Information (for grants acceptance and awards)

☐ Award ☐ Amendment

Document Type: _____ Department Code: _____ Grant Number (i.e., 15-123): _____
 Commencement Date: _____ Termination Date: _____ Amendment Number: _____
☐ Match Amount: \$ _____ ☐ Revenue Amount: \$ _____

***All Funding Source(s) required:** _____



*Match funding from General Fund? ☐ Yes ☐ No If Yes \$ _____ % _____

*Match funding from other sources? ☐ Yes ☐ No If Yes \$ _____ % _____

*Funding Source: _____

*If Federal funds are received, is funding coming directly from the Federal government or passed through other organization(s)?

Contact: Procurement Officer: Kelsey Braun-Shirley Digitally signed by Kelsey Braun-Shirley
Date: 2022.12.01 12:28:43 -07'00' Division Manager: Ana Wilber Digitally signed by Ana Wilber
Date: 2022.12.01 13:09:17 -07'00'
 Department: Procurement Director: Terri Spencer Digitally signed by Terri Spencer
Date: 2022.12.01 14:38:19 -07'00' Telephone: (520) 724-7466

Department Director Signature: Chris Nanos Digitally signed by Chris Nanos
Date: 2022.12.02 15:05:28 -07'00' Date: _____
 Deputy County Administrator Signature:  Date: 12/5/2022
 County Administrator Signature:  Date: 12/5/2022

Attachment A:
Contractor List

Group A – Transcription Services

Contractor Name (listed alphabetically)

1. Allyn, Barbara
2. Cornelius, Dana
3. Ellerd, Rhonda
4. Gallego, Anna
5. Graf, Judith
6. Hamberger, Charlene
7. Herbin, Carol
8. Holland, Roberta
9. Kennedy, Julie
10. LeWallen, Therese
11. Lin, Kim
12. Mendez, Norma
13. Moon, Katherine
14. Sanford, Rosemary
15. Transcription Services, LLC
16. Woodruff, Linda
17. Zauner, Cheryl

Group B – Translation/Transcription Services

Contractor Name (listed alphabetically)

1. Gallego, Anna
2. Lin, Kim
3. Mendez, Norma



MASTER AGREEMENT

PIMA COUNTY, ARIZONA

THIS IS NOT AN ORDER - TRANSMISSION CONSTITUTES
CONTRACT EXECUTION

Master Agreement No: 1800000000000000166

MA Version: 14

Page: 1 of 34

Description: Verbatim Transcription / Translation Services

I S S U E R	Pima County Procurement Department	T E R M S	Initiation Date: 01-01-2023
	150 W. Congress St. 5th Fl		Expiration Date: 03-31-2023
	Tucson AZ 85701		
	Issued By: Kelsey Braun-Shirley		
	Phone: 5207247466		
	Email: kelsey.braun-shirley@pima.gov		
			NTE Amount:
			Used Amount: \$14,905.50

V E N D O R	CAROL D HERBIN	Contact:	CAROL D HERBIN
	DBA: HERBIN, CAROL D	Phone:	520-332-2598
	3631 SOUTH SARNOFF DRIVE	Email:	cherbin@gmail.com
	TUCSON AZ 85730	Terms:	0.00 %
		Days:	30

Shipping Method: Vendor Method

Delivery Type:

FOB: FOB Dest, Freight Prepaid

Modification Reason

Amendment No. 06 extends the termination date to 03/31/2023.

This Master Agreement incorporates the attached documents, and by reference all instructions, Standard Terms and Conditions, Special Terms and Conditions, and requirements that are included in or referenced by the solicitation documents used to establish this agreement. All transactions and conduct are required to conform to these documents.



MASTER AGREEMENT DETAILS

Master Agreement No: 18000000000000000166

MA Version: 14

Page: 2 of 34

Line	Description					
1	Transcription Services Discount 0.0000 %	UOM WORD	Unit Price \$0.0135	Stock Code	VPN	MPN
2	Early Return Bonus Discount 0.0000 %	UOM WORD	Unit Price \$0.00	Stock Code	VPN	MPN
3	Late Return Penalty Discount 0.0000 %	UOM WORD	Unit Price \$0.00	Stock Code	VPN	MPN
4	Rush Return within 24 Hours Discount 0.0000 %	UOM EA	Unit Price \$10.00	Stock Code	VPN	MPN
5	Late Return Penalty Discount 10.0000 %	UOM	Unit Price \$0.00	Stock Code	VPN	MPN



MASTER AGREEMENT

PIMA COUNTY, ARIZONA

THIS IS NOT AN ORDER - TRANSMISSION CONSTITUTES
CONTRACT EXECUTION

Master Agreement No: 1800000000000000166

MA Version: 14

Page: 3 of 34

Description: Verbatim Transcription / Translation Services

I S S U E R	<p>Pima County Procurement Department 150 W. Congress St. 5th Fl Tucson AZ 85701</p> <p>Issued By: Kelsey Braun-Shirley Phone: 5207247466 Email: kelsey.braun-shirley@pima.gov</p>	T E R M S	<p>Initiation Date: 01-01-2023 Expiration Date: 03-31-2023</p> <div><p>NTE Amount: Used Amount: \$2,530.66</p></div>
----------------------------	---	-----------------------	--

V E N D O R	<p>CHARLENE HAMBERGER 4626 EAST 14TH STREET IN THE CARE OF RICHARD AND TRUDY EARLS TUCSON AZ 85711</p>	<p>Contact: CHARLENE HAMBERGER Phone: 916-412-8971 Email: charlenemh@gmail.com Terms: 0.00 % Days: 30</p>
----------------------------	---	--

Shipping Method:	Vendor Method
Delivery Type:	
FOB:	FOB Dest, Freight Prepaid
Modification Reason Amendment No. 06 extends the termination date to 03/31/2023.	

This Master Agreement incorporates the attached documents, and by reference all instructions, Standard Terms and Conditions, Special Terms and Conditions, and requirements that are included in or referenced by the solicitation documents used to establish this agreement. All transactions and conduct are required to conform to these documents.



MASTER AGREEMENT DETAILS

Line	Description					
1	Transcription Services Discount 0.0000 %	UOM WORD	Unit Price \$0.0135	Stock Code	VPN	MPN
2	Early Return Bonus Discount 0.0000 %	UOM WORD	Unit Price \$0.00	Stock Code	VPN	MPN
3	Late Return Penalty Discount 0.0000 %	UOM WORD	Unit Price \$0.00	Stock Code	VPN	MPN
4	Rush Return within 24 Hours Discount 0.0000 %	UOM EA	Unit Price \$10.00	Stock Code	VPN	MPN
5	Late Return Penalty Discount 10.0000 %	UOM	Unit Price \$0.00	Stock Code	VPN	MPN



MASTER AGREEMENT

PIMA COUNTY, ARIZONA

THIS IS NOT AN ORDER - TRANSMISSION CONSTITUTES
CONTRACT EXECUTION

Master Agreement No: 1800000000000000166

MA Version: 14

Page: 5 of 34

Description: Verbatim Transcription / Translation Services

I S S U E R	Pima County Procurement Department	T E R M S	Initiation Date: 01-01-2023
	150 W. Congress St. 5th Fl		Expiration Date: 03-31-2023
	Tucson AZ 85701		
	Issued By: Kelsey Braun-Shirley		
	Phone: 5207247466		
	Email: kelsey.braun-shirley@pima.gov		
			NTE Amount:
			Used Amount: \$53,826.92

V E N D O R	DANA R CORNELIUS	Contact:	DANA R CORNELIUS
	DBA: CORNELIUS, DANA R	Phone:	520-498-2406
	16689 S PALO VERDE VIEW PL	Email:	danacornelius@yahoo.com
	VAIL AZ 85641	Terms:	0.00 %
		Days:	30

Shipping Method: Vendor Method

Delivery Type:

FOB: FOB Dest, Freight Prepaid

Modification Reason

Amendment No. 06 extends the termination date to 03/31/2023.

This Master Agreement incorporates the attached documents, and by reference all instructions, Standard Terms and Conditions, Special Terms and Conditions, and requirements that are included in or referenced by the solicitation documents used to establish this agreement. All transactions and conduct are required to conform to these documents.



MASTER AGREEMENT DETAILS

Line	Description					
1	Transcription Services Discount 0.0000 %	UOM WORD	Unit Price \$0.0135	Stock Code	VPN	MPN
2	Early Return Bonus Discount 0.0000 %	UOM WORD	Unit Price \$0.00	Stock Code	VPN	MPN
3	Late Return Penalty Discount 0.0000 %	UOM WORD	Unit Price \$0.00	Stock Code	VPN	MPN
4	Rush Return within 24 Hours Discount 0.0000 %	UOM EA	Unit Price \$10.00	Stock Code	VPN	MPN
5	Late Return Penalty Discount 10.0000 %	UOM	Unit Price \$0.00	Stock Code	VPN	MPN



MASTER AGREEMENT

PIMA COUNTY, ARIZONA

THIS IS NOT AN ORDER - TRANSMISSION CONSTITUTES
CONTRACT EXECUTION

Master Agreement No: 1800000000000000166

MA Version: 14

Page: 7 of 34

Description: Verbatim Transcription / Translation Services

I S S U E R	Pima County Procurement Department	T E R M S	Initiation Date: 01-01-2023
	150 W. Congress St. 5th Fl		Expiration Date: 03-31-2023
	Tucson AZ 85701		
	Issued By: Kelsey Braun-Shirley		
	Phone: 5207247466		
	Email: kelsey.braun-shirley@pima.gov		
			NTE Amount:
			Used Amount: \$48,404.85

V E N D O R	JULIE A KENNEDY	Contact:	Julie Kennedy
	DBA: KENNEDY, JULIE A	Phone:	520-762-5315
	247 N Fenceline Drive	Email:	pjkenn91@gmail.com
	Tucson AZ 85748	Terms:	0.00 %
		Days:	30

Shipping Method: Vendor Method

Delivery Type:

FOB: FOB Dest, Freight Prepaid

Modification Reason

Amendment No. 06 extends the termination date to 03/31/2023.

This Master Agreement incorporates the attached documents, and by reference all instructions, Standard Terms and Conditions, Special Terms and Conditions, and requirements that are included in or referenced by the solicitation documents used to establish this agreement. All transactions and conduct are required to conform to these documents.



MASTER AGREEMENT DETAILS

Line	Description					
1	Transcription Services Discount 0.0000 %	UOM WORD	Unit Price \$0.0135	Stock Code	VPN	MPN
2	Early Return Bonus Discount 0.0000 %	UOM WORD	Unit Price \$0.00	Stock Code	VPN	MPN
3	Late Return Penalty Discount 0.0000 %	UOM WORD	Unit Price \$0.00	Stock Code	VPN	MPN
4	Rush Return within 24 Hours Discount 0.0000 %	UOM EA	Unit Price \$10.00	Stock Code	VPN	MPN
5	Late Return Penalty Discount 10.0000 %	UOM	Unit Price \$0.00	Stock Code	VPN	MPN



MASTER AGREEMENT

PIMA COUNTY, ARIZONA

THIS IS NOT AN ORDER - TRANSMISSION CONSTITUTES
CONTRACT EXECUTION

Master Agreement No: 1800000000000000166

MA Version: 14

Page: 9 of 34

Description: Verbatim Transcription / Translation Services

I S S U E R	Pima County Procurement Department 150 W. Congress St. 5th Fl Tucson AZ 85701 Issued By: Kelsey Braun-Shirley Phone: 5207247466 Email: kelsey.braun-shirley@pima.gov	T E R M S	Initiation Date: 01-01-2023 Expiration Date: 03-31-2023 <div>NTE Amount: Used Amount: \$33,999.76</div>
----------------------------	--	-----------------------	---

V E N D O R	ROBERTA LYNN HOLLAND DBA: BOBBIE HOLLAND 12561 E SONORAN RIDGE DR TUCSON AZ 85749	Contact: ROBERTA LYNN HOLLAND Phone: 520-749-9287 Email: Terms: 0.00 % Days: 30
----------------------------	--	--

Shipping Method: Vendor Method

Delivery Type:

FOB: FOB Dest, Freight Prepaid

Modification Reason
Amendment No. 06 extends the termination date to 03/31/2023.

This Master Agreement incorporates the attached documents, and by reference all instructions, Standard Terms and Conditions, Special Terms and Conditions, and requirements that are included in or referenced by the solicitation documents used to establish this agreement. All transactions and conduct are required to conform to these documents.



MASTER AGREEMENT DETAILS

Master Agreement No: 18000000000000000166

MA Version: 14

Page: 10 of 34

Line	Description					
1	Transcription Services Discount 0.0000 %	UOM WORD	Unit Price \$0.0135	Stock Code	VPN	MPN
2	Early Return Bonus Discount 0.0000 %	UOM WORD	Unit Price \$0.00	Stock Code	VPN	MPN
3	Late Return Penalty Discount 0.0000 %	UOM WORD	Unit Price \$0.00	Stock Code	VPN	MPN
4	Rush Return within 24 Hours Discount 0.0000 %	UOM EA	Unit Price \$10.00	Stock Code	VPN	MPN
5	Late Return Penalty Discount 10.0000 %	UOM	Unit Price \$0.00	Stock Code	VPN	MPN



MASTER AGREEMENT

PIMA COUNTY, ARIZONA

THIS IS NOT AN ORDER - TRANSMISSION CONSTITUTES
CONTRACT EXECUTION

Master Agreement No: 1800000000000000166 MA Version: 14 Page: 11 of 34

Description: Verbatim Transcription / Translation Services

I S S U E R	Pima County Procurement Department	T E R M S	Initiation Date: 01-01-2023
	150 W. Congress St. 5th Fl		Expiration Date: 03-31-2023
	Tucson AZ 85701		
	Issued By: Kelsey Braun-Shirley		
	Phone: 5207247466		
	Email: kelsey.braun-shirley@pima.gov		
			<div>NTE Amount: Used Amount: \$76,261.18</div>

V E N D O R	BARBARA ALLYN	Contact:	BARBARA ALLYN
	DBA: ALLYN, BARBARA	Phone:	520-298-7405
	8702 E PLACITA BOLIVAR	Email:	azasana@yahoo.com
	TUCSON AZ 85715	Terms:	0.00 %
		Days:	30

Shipping Method:	Vendor Method
Delivery Type:	
FOB:	FOB Dest, Freight Prepaid
Modification Reason	
Amendment No. 06 extends the termination date to 03/31/2023.	

This Master Agreement incorporates the attached documents, and by reference all instructions, Standard Terms and Conditions, Special Terms and Conditions, and requirements that are included in or referenced by the solicitation documents used to establish this agreement. All transactions and conduct are required to conform to these documents.



MASTER AGREEMENT DETAILS

Master Agreement No: 18000000000000000166

MA Version: 14

Page: 12 of 34

Line	Description					
1	Transcription Services Discount 0.0000 %	UOM WORD	Unit Price \$0.0135	Stock Code	VPN	MPN
2	Early Return Bonus Discount 0.0000 %	UOM WORD	Unit Price \$0.00	Stock Code	VPN	MPN
3	Late Return Penalty Discount 0.0000 %	UOM WORD	Unit Price \$0.00	Stock Code	VPN	MPN
4	Rush Return within 24 Hours Discount 0.0000 %	UOM EA	Unit Price \$10.00	Stock Code	VPN	MPN
5	Late Return Penalty Discount 10.0000 %	UOM	Unit Price \$0.00	Stock Code	VPN	MPN



MASTER AGREEMENT

PIMA COUNTY, ARIZONA

THIS IS NOT AN ORDER - TRANSMISSION CONSTITUTES
CONTRACT EXECUTION

Master Agreement No: 1800000000000000166

MA Version: 14

Page: 13 of 34

Description: Verbatim Transcription / Translation Services

I S S U E R	<p>Pima County Procurement Department 150 W. Congress St. 5th Fl Tucson AZ 85701</p> <p>Issued By: Kelsey Braun-Shirley Phone: 5207247466 Email: kelsey.braun-shirley@pima.gov</p>	T E R M S	<p>Initiation Date: 01-01-2023 Expiration Date: 03-31-2023</p> <div><p>NTE Amount: Used Amount: \$72,789.15</p></div>
----------------------------	---	-----------------------	---

V E N D O R	<p>NORMA A MENDEZ 3203 S CAPRI CIRCLE TUCSON AZ 85713</p>	<p>Contact: Norma A Mendez Phone: 520-444-3288 Email: namendez74@icloud.com Terms: 0.00 % Days: 30</p>
----------------------------	--	---

Shipping Method: Vendor Method

Delivery Type:

FOB: FOB Dest, Freight Prepaid

Modification Reason
Amendment No. 06 extends the termination date to 03/31/2023.

This Master Agreement incorporates the attached documents, and by reference all instructions, Standard Terms and Conditions, Special Terms and Conditions, and requirements that are included in or referenced by the solicitation documents used to establish this agreement. All transactions and conduct are required to conform to these documents.



MASTER AGREEMENT DETAILS

Master Agreement No: 18000000000000000166

MA Version: 14

Page: 14 of 34

Line	Description					
1	Transcription Services Discount 0.0000 %	UOM WORD	Unit Price \$0.0135	Stock Code	VPN	MPN
2	Translation Services Discount 0.0000 %	UOM WORD	Unit Price \$0.035	Stock Code	VPN	MPN
3	Early Return Bonus Discount 0.0000 %	UOM WORD	Unit Price \$0.00	Stock Code	VPN	MPN
4	Late Return Penalty Discount 0.0000 %	UOM WORD	Unit Price \$0.00	Stock Code	VPN	MPN
5	Rush Return within 24 Hours Discount 0.0000 %	UOM EA	Unit Price \$10.00	Stock Code	VPN	MPN
6	Late Return Penalty Discount 10.0000 %	UOM	Unit Price \$0.00	Stock Code	VPN	MPN



MASTER AGREEMENT

PIMA COUNTY, ARIZONA

THIS IS NOT AN ORDER - TRANSMISSION CONSTITUTES
CONTRACT EXECUTION

Master Agreement No: 1800000000000000166

MA Version: 14

Page: 15 of 34

Description: Verbatim Transcription / Translation Services

I S S U E R	<p>Pima County Procurement Department 150 W. Congress St. 5th Fl Tucson AZ 85701</p> <p>Issued By: Kelsey Braun-Shirley Phone: 5207247466 Email: kelsey.braun-shirley@pima.gov</p>	T E R M S	<p>Initiation Date: 01-01-2023 Expiration Date: 03-31-2023</p> <div><p>NTE Amount: Used Amount: \$13,860.30</p></div>
----------------------------	---	-----------------------	---

V E N D O R	<p>CHERYL L ZAUNER DBA: ZAUNER, CHERYL 4602 E COOPER ST TUCSON AZ 85711</p>	<p>Contact: CHERYL Phone: 520-241-1519 Email: clzcla11@gmail.com Terms: 0.00 % Days: 30</p>
----------------------------	---	--

Shipping Method: Vendor Method

Delivery Type:

FOB: FOB Dest, Freight Prepaid

Modification Reason
Amendment No. 06 extends the termination date to 03/31/2023.

This Master Agreement incorporates the attached documents, and by reference all instructions, Standard Terms and Conditions, Special Terms and Conditions, and requirements that are included in or referenced by the solicitation documents used to establish this agreement. All transactions and conduct are required to conform to these documents.



MASTER AGREEMENT DETAILS

Line	Description					
1	Transcription Services Discount 0.0000 %	UOM WORD	Unit Price \$0.0135	Stock Code	VPN	MPN
2	Early Return Bonus Discount 0.0000 %	UOM WORD	Unit Price \$0.00	Stock Code	VPN	MPN
3	Late Return Penalty Discount 0.0000 %	UOM WORD	Unit Price \$0.00	Stock Code	VPN	MPN
4	Rush Return within 24 Hours Discount 0.0000 %	UOM EA	Unit Price \$10.00	Stock Code	VPN	MPN
5	Late Return Penalty Discount 10.0000 %	UOM	Unit Price \$0.00	Stock Code	VPN	MPN



MASTER AGREEMENT

PIMA COUNTY, ARIZONA

THIS IS NOT AN ORDER - TRANSMISSION CONSTITUTES
CONTRACT EXECUTION

Master Agreement No: 1800000000000000166

MA Version: 14

Page: 17 of 34

Description: Verbatim Transcription / Translation Services

I S S U E R	Pima County Procurement Department	T E R M S	Initiation Date: 01-01-2023
	150 W. Congress St. 5th Fl		Expiration Date: 03-31-2023
	Tucson AZ 85701		
	Issued By: Kelsey Braun-Shirley		
	Phone: 5207247466		
	Email: kelsey.braun-shirley@pima.gov		
			NTE Amount:
			Used Amount: \$90,073.52

V E N D O R	ROSEMARY SANFORD	Contact:	ROSEMARY SANFORD
	PO BOX 601	Phone:	520-490-7283
	SAHUARITA AZ 85629	Email:	r.aydelotte@att.net
		Terms:	0.00 %
		Days:	30

Shipping Method: Vendor Method

Delivery Type:

FOB: FOB Dest, Freight Prepaid

Modification Reason

Amendment No. 06 extends the termination date to 03/31/2023.

This Master Agreement incorporates the attached documents, and by reference all instructions, Standard Terms and Conditions, Special Terms and Conditions, and requirements that are included in or referenced by the solicitation documents used to establish this agreement. All transactions and conduct are required to conform to these documents.



MASTER AGREEMENT DETAILS

Line	Description					
1	Transcription Services Discount 0.0000 %	UOM WORD	Unit Price \$0.0135	Stock Code	VPN	MPN
2	Early Return Bonus Discount 0.0000 %	UOM WORD	Unit Price \$0.00	Stock Code	VPN	MPN
3	Late Return Penalty Discount 0.0000 %	UOM WORD	Unit Price \$0.00	Stock Code	VPN	MPN
4	Rush Return within 24 Hours Discount 0.0000 %	UOM EA	Unit Price \$10.00	Stock Code	VPN	MPN
5	Late Return Penalty Discount 10.0000 %	UOM	Unit Price \$0.00	Stock Code	VPN	MPN



MASTER AGREEMENT

PIMA COUNTY, ARIZONA

THIS IS NOT AN ORDER - TRANSMISSION CONSTITUTES
CONTRACT EXECUTION

Master Agreement No: 1800000000000000166

MA Version: 14

Page: 19 of 34

Description: Verbatim Transcription / Translation Services

I S S U E R	Pima County Procurement Department	T E R M S	Initiation Date: 01-01-2023
	150 W. Congress St. 5th Fl		Expiration Date: 03-31-2023
	Tucson AZ 85701		
	Issued By: Kelsey Braun-Shirley		
	Phone: 5207247466		
	Email: kelsey.braun-shirley@pima.gov		
			NTE Amount:
			Used Amount: \$67,071.13

V E N D O R	ANNA A GALLEGO	Contact:	ANNA A GALLEGO
	DBA: GALLEGO, ANNA A	Phone:	520-271-4819
	77 E Camino Limon Verde	Email:	annagallego@cox.net
	Sahuarita AZ 85629	Terms:	0.00 %
		Days:	30

Shipping Method: Vendor Method

Delivery Type:

FOB: FOB Dest, Freight Prepaid

Modification Reason

Amendment No. 06 extends the termination date to 03/31/2023.

This Master Agreement incorporates the attached documents, and by reference all instructions, Standard Terms and Conditions, Special Terms and Conditions, and requirements that are included in or referenced by the solicitation documents used to establish this agreement. All transactions and conduct are required to conform to these documents.



MASTER AGREEMENT DETAILS

Master Agreement No: 18000000000000000166

MA Version: 14

Page: 20 of 34

Line	Description					
1	Transcription Services Discount 0.0000 %	UOM WORD	Unit Price \$0.0135	Stock Code	VPN	MPN
2	Translation Services Discount 0.0000 %	UOM WORD	Unit Price \$0.035	Stock Code	VPN	MPN
3	Early Return Bonus Discount 0.0000 %	UOM WORD	Unit Price \$0.00	Stock Code	VPN	MPN
4	Late Return Penalty Discount 0.0000 %	UOM WORD	Unit Price \$0.00	Stock Code	VPN	MPN
5	Rush Return within 24 Hours Discount 0.0000 %	UOM EA	Unit Price \$10.00	Stock Code	VPN	MPN
6	Late Return Penalty Discount 10.0000 %	UOM	Unit Price \$0.00	Stock Code	VPN	MPN



MASTER AGREEMENT

PIMA COUNTY, ARIZONA

THIS IS NOT AN ORDER - TRANSMISSION CONSTITUTES
CONTRACT EXECUTION

Master Agreement No: 1800000000000000166

MA Version: 14

Page: 21 of 34

Description: Verbatim Transcription / Translation Services

I S S U E R	<p>Pima County Procurement Department 150 W. Congress St. 5th Fl Tucson AZ 85701</p> <p>Issued By: Kelsey Braun-Shirley Phone: 5207247466 Email: kelsey.braun-shirley@pima.gov</p>	T E R M S	<p>Initiation Date: 01-01-2023 Expiration Date: 03-31-2023</p> <div><p>NTE Amount: Used Amount: \$24,006.85</p></div>
----------------------------	---	-----------------------	---

V E N D O R	<p>Rhonda R Ellerd 11177 N Oracle Rd #5101 Oro Valley AZ 85737</p>	<p>Contact: Rhonda R Ellerd Phone: 520-275-3132 Email: Terms: 0.00 % Days: 30</p>
----------------------------	---	--

Shipping Method: Vendor Method

Delivery Type:

FOB: FOB Dest, Freight Prepaid

Modification Reason
Amendment No. 06 extends the termination date to 03/31/2023.

This Master Agreement incorporates the attached documents, and by reference all instructions, Standard Terms and Conditions, Special Terms and Conditions, and requirements that are included in or referenced by the solicitation documents used to establish this agreement. All transactions and conduct are required to conform to these documents.



MASTER AGREEMENT DETAILS

Line	Description					
1	Transcription Services Discount 0.0000 %	UOM WORD	Unit Price \$0.0135	Stock Code	VPN	MPN
2	Early Return Bonus Discount 0.0000 %	UOM WORD	Unit Price \$0.00	Stock Code	VPN	MPN
3	Late Return Penalty Discount 0.0000 %	UOM WORD	Unit Price \$0.00	Stock Code	VPN	MPN
4	Rush Return within 24 Hours Discount 0.0000 %	UOM EA	Unit Price \$10.00	Stock Code	VPN	MPN
5	Late Return Penalty Discount 10.0000 %	UOM	Unit Price \$0.00	Stock Code	VPN	MPN



MASTER AGREEMENT

PIMA COUNTY, ARIZONA

THIS IS NOT AN ORDER - TRANSMISSION CONSTITUTES
CONTRACT EXECUTION

Master Agreement No: 1800000000000000166

MA Version: 14

Page: 23 of 34

Description: Verbatim Transcription / Translation Services

I S S U E R	<p>Pima County Procurement Department 150 W. Congress St. 5th Fl Tucson AZ 85701</p> <p>Issued By: Kelsey Braun-Shirley Phone: 5207247466 Email: kelsey.braun-shirley@pima.gov</p>
----------------------------	---

T E R M S	<p>Initiation Date: 01-01-2023 Expiration Date: 03-31-2023</p> <table><tr><td>NTE Amount:</td></tr><tr><td>Used Amount: \$16,359.15</td></tr></table>	NTE Amount:	Used Amount: \$16,359.15
NTE Amount:			
Used Amount: \$16,359.15			

V E N D O R	<p>KATHERINE C MOON 584 Lassen St Apt 1 Los Altos CA 94022</p> <p>Contact: KATHERINE MOON Phone: 520-861-7688 Email: kfoley719@yahoo.com Terms: 0.00 % Days: 30</p>
----------------------------	---

Shipping Method:	Vendor Method
Delivery Type:	
FOB:	FOB Dest, Freight Prepaid
Modification Reason Amendment No. 06 extends the termination date to 03/31/2023.	

This Master Agreement incorporates the attached documents, and by reference all instructions, Standard Terms and Conditions, Special Terms and Conditions, and requirements that are included in or referenced by the solicitation documents used to establish this agreement. All transactions and conduct are required to conform to these documents.



MASTER AGREEMENT DETAILS

Line	Description					
1	Transcription Services Discount 0.0000 %	UOM WORD	Unit Price \$0.0135	Stock Code	VPN	MPN
2	Early Return Bonus Discount 0.0000 %	UOM WORD	Unit Price \$0.00	Stock Code	VPN	MPN
3	Late Return Penalty Discount 0.0000 %	UOM WORD	Unit Price \$0.00	Stock Code	VPN	MPN
4	Rush Return within 24 Hours Discount 0.0000 %	UOM EA	Unit Price \$10.00	Stock Code	VPN	MPN
5	Late Return Penalty Discount 10.0000 %	UOM	Unit Price \$0.00	Stock Code	VPN	MPN



MASTER AGREEMENT

PIMA COUNTY, ARIZONA

THIS IS NOT AN ORDER - TRANSMISSION CONSTITUTES
CONTRACT EXECUTION

Master Agreement No: 1800000000000000166

MA Version: 14

Page: 25 of 34

Description: Verbatim Transcription / Translation Services

I S S U E R	<p>Pima County Procurement Department 150 W. Congress St. 5th Fl Tucson AZ 85701</p> <p>Issued By: Kelsey Braun-Shirley Phone: 5207247466 Email: kelsey.braun-shirley@pima.gov</p>	T E R M S	<p>Initiation Date: 01-01-2023 Expiration Date: 03-31-2023</p> <div><p>NTE Amount: Used Amount: \$45,353.28</p></div>
----------------------------	---	-----------------------	---

V E N D O R	<p>LINDA S WOODRUFF 1131 W CIRCULO DEL SUR GREEN VALLEY AZ 85614</p>	<p>Contact: LINDA WOODRUFF Phone: 520-551-2839 Email: lwoodr5417@aol.com Terms: 0.00 % Days: 30</p>
----------------------------	---	--

Shipping Method:	Vendor Method
Delivery Type:	
FOB:	FOB Dest, Freight Prepaid
Modification Reason Amendment No. 06 extends the termination date to 03/31/2023.	

This Master Agreement incorporates the attached documents, and by reference all instructions, Standard Terms and Conditions, Special Terms and Conditions, and requirements that are included in or referenced by the solicitation documents used to establish this agreement. All transactions and conduct are required to conform to these documents.



MASTER AGREEMENT DETAILS

Master Agreement No: 18000000000000000166

MA Version: 14

Page: 26 of 34

Line	Description					
1	Transcription Services Discount 0.0000 %	UOM WORD	Unit Price \$0.0135	Stock Code	VPN	MPN
3	Early Return Bonus Discount 0.0000 %	UOM WORD	Unit Price \$0.00	Stock Code	VPN	MPN
4	Late Return Penalty Discount 0.0000 %	UOM WORD	Unit Price \$0.00	Stock Code	VPN	MPN
5	Rush Return within 24 Hours Discount 0.0000 %	UOM EA	Unit Price \$10.00	Stock Code	VPN	MPN
6	Late Return Penalty Discount 10.0000 %	UOM	Unit Price \$0.00	Stock Code	VPN	MPN



MASTER AGREEMENT

PIMA COUNTY, ARIZONA

THIS IS NOT AN ORDER - TRANSMISSION CONSTITUTES
CONTRACT EXECUTION

Master Agreement No: 1800000000000000166

MA Version: 14

Page: 27 of 34

Description: Verbatim Transcription / Translation Services

I S S U E R	<p>Pima County Procurement Department 150 W. Congress St. 5th Fl Tucson AZ 85701</p> <p>Issued By: Kelsey Braun-Shirley Phone: 5207247466 Email: kelsey.braun-shirley@pima.gov</p>	T E R M S	<p>Initiation Date: 01-01-2023 Expiration Date: 03-31-2023</p> <div><p>NTE Amount: Used Amount: \$61,281.53</p></div>
----------------------------	---	-----------------------	---

V E N D O R	<p>Therese Marie Lewallen 7781 E Entrada De Ventana Tucson AZ 85750</p>	<p>Contact: Therese Lewallen Phone: 520-449-1077 Email: therese.lewallen@gmail.com Terms: 0.00 % Days: 30</p>
----------------------------	--	--

Shipping Method: Vendor Method

Delivery Type:

FOB: FOB Dest, Freight Prepaid

Modification Reason
Amendment No. 06 extends the termination date to 03/31/2023.

This Master Agreement incorporates the attached documents, and by reference all instructions, Standard Terms and Conditions, Special Terms and Conditions, and requirements that are included in or referenced by the solicitation documents used to establish this agreement. All transactions and conduct are required to conform to these documents.



MASTER AGREEMENT DETAILS

Line	Description					
1	Transcription Services Discount 0.0000 %	UOM WORD	Unit Price \$0.0135	Stock Code	VPN	MPN
2	Early Return Bonus Discount 0.0000 %	UOM WORD	Unit Price \$0.00	Stock Code	VPN	MPN
3	Late Return Penalty Discount 0.0000 %	UOM WORD	Unit Price \$0.00	Stock Code	VPN	MPN
4	Rush Return within 24 Hours Discount 0.0000 %	UOM EA	Unit Price \$10.00	Stock Code	VPN	MPN
5	Late Return Penalty Discount 10.0000 %	UOM	Unit Price \$0.00	Stock Code	VPN	MPN



MASTER AGREEMENT

PIMA COUNTY, ARIZONA

THIS IS NOT AN ORDER - TRANSMISSION CONSTITUTES
CONTRACT EXECUTION

Master Agreement No: 1800000000000000166

MA Version: 14

Page: 29 of 34

Description: Verbatim Transcription / Translation Services

I S S U E R	<p>Pima County Procurement Department 150 W. Congress St. 5th Fl Tucson AZ 85701</p> <p>Issued By: Kelsey Braun-Shirley Phone: 5207247466 Email: kelsey.braun-shirley@pima.gov</p>	T E R M S	<p>Initiation Date: 01-01-2023 Expiration Date: 03-31-2023</p> <div><p>NTE Amount: Used Amount: \$872.79</p></div>
----------------------------	---	-----------------------	--

V E N D O R	<p>Kim-Loan T. Lin 4013 N. Ocotillo Canyon Tucson AZ 85750</p>	<p>Contact: Kim-Loan Lin Phone: 520-977-0429 Email: Kim@UrbanLin.com Terms: 0.00 % Days: 30</p>
----------------------------	---	--

Shipping Method: Vendor Method

Delivery Type:

FOB: FOB Dest, Freight Prepaid

Modification Reason
Amendment No. 06 extends the termination date to 03/31/2023.

This Master Agreement incorporates the attached documents, and by reference all instructions, Standard Terms and Conditions, Special Terms and Conditions, and requirements that are included in or referenced by the solicitation documents used to establish this agreement. All transactions and conduct are required to conform to these documents.



MASTER AGREEMENT DETAILS

Master Agreement No: 18000000000000000166

MA Version: 14

Page: 30 of 34

Line	Description					
1	Transcription Services Discount 0.0000 %	UOM WORD	Unit Price \$0.0135	Stock Code	VPN	MPN
2	Translation Services Discount 0.0000 %	UOM WORD	Unit Price \$0.035	Stock Code	VPN	MPN
3	Early Return Bonus Discount 0.0000 %	UOM WORD	Unit Price \$0.00	Stock Code	VPN	MPN
4	Late Return Penalty Discount 0.0000 %	UOM WORD	Unit Price \$0.00	Stock Code	VPN	MPN
5	Rush Return within 24 Hours Discount 0.0000 %	UOM EA	Unit Price \$10.00	Stock Code	VPN	MPN
6	Late Return Penalty Discount 10.0000 %	UOM	Unit Price \$0.00	Stock Code	VPN	MPN



MASTER AGREEMENT

PIMA COUNTY, ARIZONA

THIS IS NOT AN ORDER - TRANSMISSION CONSTITUTES
CONTRACT EXECUTION

Master Agreement No: 1800000000000000166

MA Version: 14

Page: 31 of 34

Description: Verbatim Transcription / Translation Services

I S S U E R	<p>Pima County Procurement Department 150 W. Congress St. 5th Fl Tucson AZ 85701</p> <p>Issued By: Kelsey Braun-Shirley Phone: 5207247466 Email: kelsey.braun-shirley@pima.gov</p>	T E R M S	<p>Initiation Date: 01-01-2023 Expiration Date: 03-31-2023</p> <div><p>NTE Amount: Used Amount: \$21,560.28</p></div>
----------------------------	---	-----------------------	---

V E N D O R	<p>JUDITH ALICE GRAF Po Box 432 New Richmond WI 54017</p>	<p>Contact: JUDITH GRAF Phone: 651-458-0193 Email: JGRAF@MNISP.COM Terms: 0.00 % Days: 30</p>
----------------------------	--	--

Shipping Method: Vendor Method

Delivery Type:

FOB: FOB Dest, Freight Prepaid

Modification Reason
Amendment No. 06 extends the termination date to 03/31/2023.

This Master Agreement incorporates the attached documents, and by reference all instructions, Standard Terms and Conditions, Special Terms and Conditions, and requirements that are included in or referenced by the solicitation documents used to establish this agreement. All transactions and conduct are required to conform to these documents.



MASTER AGREEMENT DETAILS

Line	Description					
1	Transcription Services Discount 0.0000 %	UOM WORD	Unit Price \$0.0135	Stock Code	VPN	MPN
2	Early Return Bonus Discount 0.0000 %	UOM WORD	Unit Price \$0.00	Stock Code	VPN	MPN
3	Late Return Penalty Discount 0.0000 %	UOM WORD	Unit Price \$0.00	Stock Code	VPN	MPN
4	Rush Return within 24 Hours Discount 0.0000 %	UOM EA	Unit Price \$10.00	Stock Code	VPN	MPN
5	Late Return Penalty Discount 10.0000 %	UOM	Unit Price \$0.00	Stock Code	VPN	MPN



MASTER AGREEMENT

PIMA COUNTY, ARIZONA

THIS IS NOT AN ORDER - TRANSMISSION CONSTITUTES
CONTRACT EXECUTION

Master Agreement No: 1800000000000000166

MA Version: 14

Page: 33 of 34

Description: Verbatim Transcription / Translation Services

I S S U E R	<p>Pima County Procurement Department 150 W. Congress St. 5th Fl Tucson AZ 85701</p> <p>Issued By: Kelsey Braun-Shirley Phone: 5207247466 Email: kelsey.braun-shirley@pima.gov</p>	T E R M S	<p>Initiation Date: 01-01-2023 Expiration Date: 03-31-2023</p> <div><p>NTE Amount: Used Amount: \$79,687.96</p></div>
----------------------------	---	-----------------------	---

V E N D O R	<p>Transcription Services, LLC. 12038 W Melinda Ln Sun City AZ 85373</p>	<p>Contact: Karen Huszarik Phone: 616-822-5192 Email: Terms: 0.00 % Days: 30</p>
----------------------------	---	---

Shipping Method: Vendor Method

Delivery Type:

FOB: FOB Dest, Freight Prepaid

Modification Reason
Amendment No. 06 extends the termination date to 03/31/2023.

This Master Agreement incorporates the attached documents, and by reference all instructions, Standard Terms and Conditions, Special Terms and Conditions, and requirements that are included in or referenced by the solicitation documents used to establish this agreement. All transactions and conduct are required to conform to these documents.



MASTER AGREEMENT DETAILS

Line	Description					
1	Transcription Services Discount 0.0000 %	UOM WORD	Unit Price \$0.0135	Stock Code	VPN	MPN
2	Early Return Bonus Discount 0.0000 %	UOM WORD	Unit Price \$0.00	Stock Code	VPN	MPN
3	Late Return Penalty Discount 0.0000 %	UOM WORD	Unit Price \$0.00	Stock Code	VPN	MPN
4	Rush Return within 24 Hours Discount 0.0000 %	UOM EA	Unit Price \$10.00	Stock Code	VPN	MPN
5	Late Return Penalty Discount 10.0000 %	UOM	Unit Price \$0.00	Stock Code	VPN	MPN